



Maine's E-Waste Program
Guidance for Implementing Handling Option 1
under Chapter 415
Calendar Year 2014

This document delineates the process for manufacturers to change their preferred “Handling Option” as allowed by Maine DEP Chapter 415, and describes the responsibilities of the consolidators and recyclers when implementing Handling Option 1¹. This option is only available to manufacturers of computer monitors (including portable notebook computers and digital picture frames) and desktop printers.

Process for manufacturer to change to Handling Option 1:

1. Manufacturer negotiates contract with recycler for transportation from the approved consolidators' facilities and for recycling of product.
2. Manufacturer notifies Maine DEP as part of annual registration due July 1 to exercise change in handling option for next calendar year.
3. Maine DEP notifies all consolidators approved for the next calendar year by December 1.
4. All approved consolidators implement change on January 1.

Note that for each unit managed, a manufacturer will receive invoices from both the consolidator and the manufacturer's designated recycler. The consolidator will bill the manufacturer for transportation from collection sites to the consolidator's facility and for performing the “handling” associated with product accounting, storage and billing. The manufacturer's recycler will bill the manufacturer for transportation from the consolidator's facility to the recycling facility and for recycling.

¹ Chapter 415, Section 3. Operational standards.

- A. Required handling options for computer monitors and desktop printers.** Each consolidator shall offer a computer monitor or desktop printer manufacturer the following handling option plans:
- (1) “Option 1” plan - The consolidator separates manufacturer's product and informs the manufacturer annually or when a 40-foot truckload of the manufacturer's product is available, whichever occurs first. The manufacturer shall contract for pick up of its product from the consolidator within 72 hours of notice and ship to its contracted recycler. At the time of pick up, the consolidator shall provide the manufacturer's contracted recycler with a listing of the units by brand and weight, and shall bill the manufacturer for the management of its share of orphan products and the consolidator's transportation and handling costs associated with the manufacturer's product.

Consolidator and Recycler Responsibilities to Implement Handling Option 1 for Manufacturers

Consolidator performs transportation and handling activities. This includes:

- Transportation from collection sites to consolidator's handling facility;
- Accounting of computer monitor and desktop printer units by brand, manufacturer, and weight; and accounting of TVs and game consoles by total weight of each;
- Separation and storage of all brands to be recycled by designated recycler (different manufacturers' brands may be mixed together for shipment to one recycler);
- Notification of the manufacturers' designated recycler annually or when there is a minimum of 16,000 pounds ready for shipment (whichever occurs first); the 16,000 pounds can include the product of multiple manufacturers who designate the same recycler;
- Making dock space available to the manufacturer's transporter/recycler and loading of the manufacturer's product onto the transporter's truck.
- **Providing manufacturers' designated recycler with accounting of each unit by manufacturer, brand and weight in hard copy at the time of pick up and in electronic spreadsheet format via e-mail that same business day;** and
- Invoicing manufacturer(s) for "Transportation Part 1" and "Consolidator handling for Option 1" in accordance with the consolidator's cost schedule approved by Maine DEP.

Manufacturers' contracted recycler performs transportation from consolidators' facilities and recycling. This includes:

- Provide recycler contact information for approved consolidators to call for pick up and to e-mail accounting of load being shipped;
- Pick up within 3 business days of notification by consolidator (unless otherwise agreed to by consolidator), including loading and transport from the consolidator's handling facility to the recycler's facility;
- Recycling; and
- Invoicing of manufacturer(s) for transportation from the consolidator's handling facility, and recycling for costs as set in contracts negotiated outside of Maine E-Waste Program processes and responsibilities.

If either the consolidator or manufacturer's recycler fails to meet responsibilities:

- If the manufacturer fails to arrange for pick up of its product within 3 business days of notification by the consolidator, the consolidator may ship the product with the listing of units by brand and weight to the manufacturers' designated recycler, and invoice the responsible manufacturer for the transportation cost of that shipment and shall provide the manufacturer with documentation of the basis for the invoiced costs.
- If the consolidator does not provide the manufacturer's transporter with the listing of units by brand and weight for delivery with the shipment to the recycler, the manufacturer may refuse to pick up the shipment and may bill the consolidator for the cost of the transporter's trip. The consolidator is then responsible for delivering the shipment with the listing of the units by brand and weight to the manufacturer's selected recycler at the consolidator's expense.

Please direct any questions on this guidance to Carole Cifrino at carole.a.cifrino@maine.gov or at 207-485-8160.